



User Manual

**Comprehensive Career Guidance Initiative
Platform**

**Register for a one-on-one career
counseling session**



Content Table

Introduction	4
Register in the unified platform of the Human Resources Development Fund	6
Register for a one-on-one career counseling session	7



Introduction

Introduction

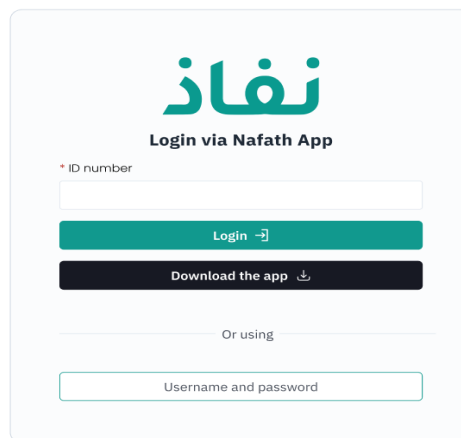
It enables you to schedule a one-on-one session with your career advisor to discuss your career path and support you in the job search process, you can easily book this session directly through the app. It is worth noting that a session can only be booked after completing your profile, which requires adding at least one experience, entering skills, and passing a professional interests test.



Registration

**Comprehensive Career Guidance
Initiative Platform
Register for an one-on-one career
counseling session**

Login to the Comprehensive Career Guidance Initiative platform through Nafath



نفاذ

Login via Nafath App

* ID number

Login

Download the app

Or using

Username and password

- When selecting the "Access the Service" option, the beneficiary will be directed to register through Nafath in the unified platform of the Human Resources Development Fund, which is the official portal to benefit from the comprehensive career guidance platform.
- To complete the registration process, the beneficiary must log in using the unified NBK Access account, by entering the approved login details in the Absher system.

Register for an one-on-one career counseling session

The screenshot shows the user interface of the Nafath HRD Fund portal. On the left sidebar, the 'Learn' button is highlighted with a red box and a red arrow. In the main content area, the 'Sessions' section is active, and the '+ Schedule a new session' button is highlighted with a red box and a red arrow. The sidebar also includes links for 'My skills', 'Careers', and 'Jobs'. The top navigation bar shows 'Your tasks' and 'Plan (19)'. The main content area has a search bar and sections for 'Courses', 'Individual sessions', and 'Upcoming'.

- After logging in through **Nafath** Unified Access and logging in to the homepage, click on your profile page, go to the Sessions section and click on New Session

Register for an one-on-one career counseling session

←

إرشاد | هدف HADAF
من صندوق تنمية الموارد البشرية

My skills

Careers

Learn

Jobs

Review your request

كيف تبني خبرتك قبل التخرج

Individual session

Online
A link will be generated automatically once the session is scheduled

Wednesday, July 22, 2026

11:00 - 11:30

Confirm session

Edit

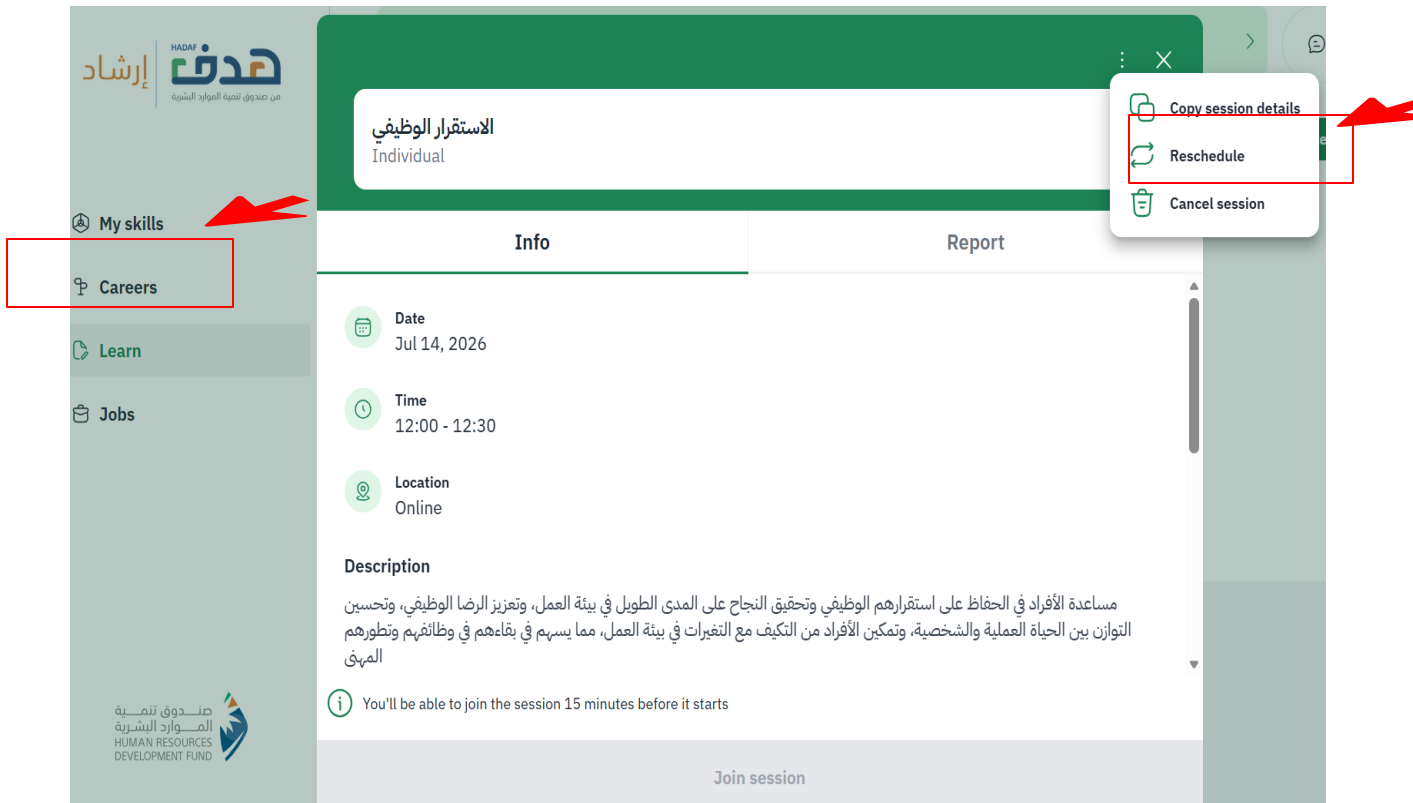
صندوق تنمية
الموارد البشرية
HUMAN RESOURCES
DEVELOPMENT FUND

You will be able to register by your choice or by an invitation you receive from the advisor in the same way Choose the topic of the session and the type of session choose Attend in person If you choose to attend it will require specifying the place and you can choose it online and you will be asked to choose the time from the available times in both cases

Review the session details and click Confirm

After scheduling a one-on-one session you will also be able to start a conversation with the Responsible Mentor.

Cancel registration for an individual career counseling session



- On your profile page, click on the event you wish to cancel your registration for, then click on the three dots in the top corner of the screen and select Cancel Register Enter the reason for your cancellation briefly and clearly, then click Cancel Event and you will receive a notification confirming the cancellation
- On your profile page you will see an option to add to reschedule, click on the event you want to cancel your registration for, then click on the three dots in the top corner of the screen and choose Reschedule Session Enter the reason for wanting it briefly and clearly, then click on Confirm

صندوق تنمية
الموارد البشرية
HUMAN RESOURCES
DEVELOPMENT FUND

